

**MINUTES  
SPECIAL MEETING**

City Council of the Town of Colma  
Town Hall, 1198 El Camino Real  
Colma, CA 94014

**Tuesday, December 11, 2012  
7:30 p.m.**

**CALL TO ORDER**

Mayor Joanne F. del Rosario called the Special Meeting of the City Council to order at 7:34 p.m.

Council Present – Mayor Joanne F. del Rosario, Vice Mayor Joseph Silva, Council Members Diana Colvin, Helen Fisicaro and Raquel "Rae" Gonzalez were all present.

Staff Present – City Manager Laura Allen, City Attorney Roger Peters, Police Chief Jon Read, Director of Public Works Brad Donohue, Recreation Services Director Brian Dossey, City Engineer Cyrus Kianpour, City Planner Michael Laughlin and Administrative Technician III Caitlin Corley were in attendance.

Also Present – City Treasurer Laura Walsh was present.

**PRESENTATIONS**

- Council recognized Jim Comstock for his many years of service to the community.
- Council recognized Assistant City Melanie Donnelly for her many years of service to the Town

**ADOPTION OF THE AGENDA**

Mayor del Rosario announced that item #8 was removed from the agenda as the applicant had withdrawn their application. She asked if there were any other changes to the agenda. Council Member Gonzalez asked to remove item #2 from the agenda to be considered at the next meeting.

**Action:** Council Member Helen Fisicaro moved to adopt the agenda with the changes; the motion was seconded by Council Member Gonzalez and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Helen Fisicaro	✓				
Raquel "Rae" Gonzalez	✓				
Voting Tally	5	0			

## CONSENT CALENDAR

1. Motion to Accept the Minutes from the November 14, 2012 Special Meeting.
2. [Removed from agenda]
3. Motion to Accept the Minutes from the December 4, 2012 Special Community Meeting.
4. Motion to Approve Report of Checks Paid for November 2012.
5. Motion to Adopt a Resolution Accepting Auditor's Report and Finding that the Town was in Compliance with Appropriation Limit for Fiscal Year 2011-12.
6. Motion to Adopt a Resolution Amending Budget for Fiscal Year 2012-13 to Transfer Funds from General Fund Unassigned Reserves to the Capital Improvement Fund for the Hillside Beautification Project.

**Action:** Council Member Fisicaro moved to approve the Consent Calendar items #1 and #3 through #6; the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Helen Fisicaro	✓				
Raquel "Rae" Gonzalez	✓				
Voting Tally	5	0			

## PUBLIC HEARING

### 7. Reusable Shopping Bag Ordinance

City Planner Michael Laughlin presented the staff report. Mayor del Rosario opened the public hearing at 7:57 p.m. and seeing no one come forward to speak, she closed the public hearing. Council discussion followed.

**Action:** Council Member Fisicaro moved to Adopt a Resolution Making CEQA Findings for Adoption of Subchapter 4.12 of the Colma Municipal Code, Regarding a Reusable Bag Ordinance; the motion was seconded by Vice Mayor Silva and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Helen Fisicaro	✓				
Raquel "Rae" Gonzalez	✓				
Voting Tally	5	0			

**Action:** Council Member Colvin moved to Introduce an Ordinance Adding Subchapter 4.12 to the Colma Municipal Code Regarding Reusable Bags, and to Waive a Further Reading of the Ordinance; the motion was seconded by Council Member Fisicaro and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Helen Fisicaro	✓				
Raquel "Rae" Gonzalez	✓				
Voting Tally	5	0			

## OLD BUSINESS

8. [Removed from agenda]

## NEW BUSINESS

### 9. Economic Development

City Manager Laura Allen presented the staff report. Mayor del Rosario opened the public comment period at 8:23 p.m. and seeing no one come forward to speak, she closed the public comment period. Council discussion followed.

**Action:** Council Member Fisicaro moved to Approve Economic Development Plan and Directing the City Manager to Implement Items 1A, 3B, 3D, 3E, 3F, 4A, 4B, 6A, 7A, 7C, 7D, 8A, 8C and to research Item 5B of the Action Plan; the motion was seconded by Council Member Gonzalez and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Helen Fisicaro	✓				
Raquel "Rae" Gonzalez	✓				
Voting Tally	5	0			

### 10. Council Committee Assignments

City Manager Laura Allen presented the staff report. Mayor del Rosario opened the public comment period at 8:48 p.m. and seeing no one come forward to speak, she closed the public comment period. Mayor del Rosario led the discussion on committee assignments for Council Members. Below is the list of 2013 Committee Assignments that the Council discussed and proposed:

<b>Committee Name</b>	<b>2013 Primary</b>	<b>2013 Secondary</b>
Office of Emergency Services (EMERGENCY SERVICES COUNCIL, MEETS QUARTERLY 3 <sup>RD</sup> THURSDAYS IN JANUARY, APRIL, JUNE & SEPTEMBER, , AT 5:30 PM, AT THE HALL OF JUSTICE IN REDWOOD CITY IN JURY ASSEMBLY ROOM)	Colvin	del Rosario
Colma Creek Flood District (MEETS QUARTERLY, 2 <sup>ND</sup> TUESDAY @ 3PM IN MARCH, JUNE, SEPTEMBER AND DECEMBER AT CITY HALL, SOUTH SAN FRANCISCO)	Fiscaro	
Peninsula Congestion Relief Alliance - "The Alliance" Board of Directors member (6 X A YEAR, THURSDAY MORNINGS)	Gonzalez	Colvin
C/CAG (2 <sup>ND</sup> THURSDAY OF THE MONTH, 7PM)	Silva	Colvin
League of California Cities (ANNUAL CONFERENCE, AND WORKSHOPS THROUGHOUT THE YEAR)	All	
San Mateo Council of Cities (MONTHLY DINNER AND MEETING)	del Rosario is the voting representative	All Council Members can attend
North San Mateo Council of Cities (EVERY OTHER MONTH; NOT ACTIVE AT THIS TIME)	All	
Mayor/Chamber Walks (SCHEDULED BETWEEN THE MAYOR, CITY MANAGER & CHAMBER OF COMMERCE, APPROXIMATELY 5+ OUTINGS)	del Rosario	All other Council Members
City Representative at Colma-Daly City Chamber of Commerce (1-2 MEETINGS A YEAR, AS NEEDED)	del Rosario	Silva
Legislative Committee (C/CAG) (ONCE PER MONTH, ON 2 <sup>ND</sup> THURSDAYS AT 5PM)	Silva	
ABAG Representative (GENERAL ASSEMBLY MEETS TWICE PER YEAR APRIL & OCTOBER)	del Rosario	Gonzalez
Housing Endowment and Regional Trust (HEART) Member Agency Committee (MEETS 3 X A YEAR, 4 <sup>TH</sup> WEDNESDAYS, 2-3PM AT SAN MATEO CITY HALL)	Fiscaro	
Housing and Community Development Commission (HCDC) (MEETINGS ARE DURING THE DAYTIME, AS NEEDED. MORE MEETINGS AT BEGINNING OF THE YEAR. APPOINTED BY CITY SELECTION COMMITTEE)	Fiscaro	
Grand Boulevard Task Force (MEETS 3 <sup>RD</sup> WEDNESDAY, 10AM-12 NOON, MARCH, JUNE, SEPTEMBER, DECEMBER AT EITHER SAM TRANS IN SAN CARLOS OR CITY HALL IN SANTA CLARA)	Silva	Gonzalez
Sub – RHNA (NO MEETINGS SCHEDULED AT THIS TIME)	N/A	
Sustainable Communities Strategy and Regional Housing Needs Allocation Policy Advisory Committee (NO MEETINGS SCHEDULED AT THIS TIME)	Fiscaro	Silva
Point of Contact for the San Mateo County Energy Strategy Program (NO MEETINGS SCHEDULED AT THIS TIME)	Fiscaro	

**Action:** Council Member Fisicaro moved to Approve Committee Assignments for 2013 and Grant to the Appointee Discretion on Voting Matters Brought Before the Committee; the motion was seconded by Council Member Colvin and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Helen Fisicaro	✓				
Raquel "Rae" Gonzalez	✓				
Voting Tally	5	0			

#### 11. **City Selection Committee**

City Manager Laura Allen presented the staff report. Council discussion followed.

**Action:** Council Member Fisicaro moved to Confirm Designation of the Mayor as the Voting Member for the Council of Cities, Designate an Alternate Voting Member via the City Selection Committee Proxy Designee Form, and Give the Voting Member Discretion on Any and All Matters to be Considered; the motion was seconded by Vice Mayor Silva and carried by the following vote:

Name	Voting		Present, Not Voting		Absent
	Aye	No	Abstain	Not Participating	
Joanne F. del Rosario, Mayor	✓				
Joseph Silva	✓				
Diana Colvin	✓				
Helen Fisicaro	✓				
Raquel "Rae" Gonzalez	✓				
Voting Tally	5	0			

### **COUNCIL CALENDARING**

The next Regular City Council Meeting will be on **Wednesday, January 9, 2013 at 7:30 p.m.** at the Colma Town Hall Council Chambers.

### **REPORTS**

Council Members reported on the events listed below:

Joanne del Rosario

Chamber of Commerce Holiday Soiree, 12/7

Helen Fisicaro

Chamber of Commerce Holiday Soiree, 12/7

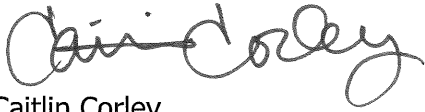
Rae Gonzalez

Council of Cities Dinner hosted by Pacifica, 11/16

## **ADJOURNMENT**

The meeting was adjourned by Mayor del Rosario at 8:59 p.m. in memory of Hei-Kyung Ahn, Mike Nevin, Art Rud, and Igmidia C. Ubungen.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Caitlin Corley". The signature is fluid and cursive, with the first name "Caitlin" written in a more compact, looped style and the last name "Corley" written in a more extended, flowing style.

Caitlin Corley  
Administrative Technician III